Applications may be submitted until October 6, 2006. Courses have enrollment limits and students are encouraged to apply as soon as possible.

Early applications may be submitted on April 12, using the following time schedule:

<table>
<thead>
<tr>
<th>Letters</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-B-C-D-E</td>
<td>11:00-12:00</td>
</tr>
<tr>
<td>F-G-H-I-J-K</td>
<td>1:00-2:00</td>
</tr>
<tr>
<td>L-M-N-O-P-Q</td>
<td>2:00-3:00</td>
</tr>
<tr>
<td>R-S-T-U-V-W-Z</td>
<td>3:00-4:00</td>
</tr>
</tbody>
</table>

*Students will draw a number and applications will be processed in numerical order. *If you have a time conflict, you may come later than the time indicated for your name.

Applications may be submitted to the International Office for international courses and the January Interim Experience office for domestic courses, and must include:

1. Completed application form
   * application must be signed by your academic advisor
2. Personal Statement (due at registration)
   At least a one page printed essay of what you hope to learn from participating in this course, enumerating your academic objectives. Describe how this course will help you to learn about the culture and people of the place(s) you will be visiting. Be specific and detailed in your objectives and description.
3. Deposit Check- $350.00 (made payable to Gustavus Adolphus College) (due at registration)
4. Transcript (if required, due at registration, can be unofficial)
5. Copy of your Passport (if accepted into the course or wait-listed, due on or before November 1, 2006).
6. Signed Gustavus Honor Code form (due at registration)
7. Signed Gustavus waiver/release/medical authorization form (due at registration or before May 1, 2006).
8. Signed and completed Medical Report Form (due at registration or before May 1, 2006).
9. Deviation Form- complete if needed, extra fees may be incurred if not received prior to 90 days before departure (September 30, 2006)
10. Completed Emergency Contact Information Form (due at registration)

Applications submitted will be screened by faculty with any stated prerequisites applied. You will be: 1) accepted; 2) placed on a waiting list; 3) not accepted.

Notification as to your status in a course is your responsibility and will be only listed on posted lists in the International Education Office one week after initial registration, April 20, 21\textsuperscript{st}.

****If you are waitlisted you can remain on the list as long as you wish and still receive your deposit back if you cancel.

You may cancel until September 15, 2006 without penalty. Cancellation must be in writing.

Before September 16, there is no cancellation fee. After that date, the $350.00 deposit is forfeited. After September 15, the entire course cost could be forfeited.
Trip cancellation insurance is strongly recommended.

- Applications submitted after September 30th must be accompanied by the total course fee.

- Off-campus course expenses are the responsibility of the student.
  **Financial Aid:** There is no additional grant assistance available for these courses. If a student has already borrowed the maximum Federal Direct Stafford Loan ($3,500 for a sophomore and $5,500 for a junior or senior), then no additional loan funding from this source is available. Students interested in additional loan options should first review Section IX at the following site: [http://www.gustavus.edu/oncampus/financialassistance/renewalprocess.cfm](http://www.gustavus.edu/oncampus/financialassistance/renewalprocess.cfm)
  Registration and estimated costs for the course must be verified before additional loan amounts can be certified.

- Final payment is due October 31, 2006.

- Credit /Grading
  - You will receive an Interim Experience resident credit for your Off-campus course.
  - Courses may give letter grades or pass/fail
  - In courses with a grading option, students will select (with their instructor) their option before the third day of January term.
  - Any J-term course used to fulfill a major or area requirement cannot be taken on a pass/fail basis.

- International Courses: You will be required to submit a copy of your passport before or by November 1, 2006. If you do not have a passport, order one now. For information on how to order a passport, ask in the Office of International Education.

- The orientation for all participants will be held on **November 16, 2006** in Alumni Hall in the evening. Attendance required and mandatory. Additional forms will be required by this date.

- Students who are on academic or disciplinary probation are not eligible to apply or participate in off-campus courses.

- A student’s Gustavus account must be in good standing, in order to participate in a January Interim Travel Course.

- Please see ‘RULES AND PROCEDURES’ sheet on the back of the registration form for additional important information.

**Questions?**

- **International Courses:** Contact Linda Shaw, lshaw@gustavus.edu or 933-7545, International Education Office, Carlson International Center
- **Domestic Courses:** Contact Jennifer McCabe, jmccabe@gustavus.edu or 933-7675, January Interim Experience Office, Carlson Administration Building